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GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
16 EDISON DRIVE
AUGUSTA, MAINE
04330



MICHAEL F. KELLY
COMMISSIONER

JAY BRADSHAW
DIRECTOR

BOARD OF EMS MEETING
SEPTEMBER 5, 2001
9:30 AM
MAINE EMS CONFERENCE ROOM

MINUTES

Members Present: Leo Bouchard (Chair), Alan Azzara, Peter DiPietrantonio, Oden Cassidy, Debbie Dane, Richard Doughty, William Dunwoody, Paul Knowlton, Charles Little, Steve Leach, Jim McKenney, Penelope Stevens, Wayne Werts, John Burton (ex-officio)

Regional Coordinators: Jim Caron, Joanne LeBrun, Rick Petrie

Staff: Jay Bradshaw, Dwight Corning, Dawn Kinney, Drexell White

Guest: Kevin McGinnis, Franklin Memorial Hospital

1. Introduction of Guests: none present
2. Approval of June 8, 2001 minutes.

MOTION: To approve the minutes of the June 8, 2001 once the Investigation Task Force Report has been corrected. (Little; second by Dunwoody). Approved.

3. Old Business

a. Legislation

Jay distributed copies of the final Legislative Update for the First Regular Session and reviewed the outcome of various bills.

b. Budget

As anticipated, the Part 2 budget passed and included supplemental funding to replace most of what was previously provided by the Preventive Health and Health Services Block Grant. In FY02, this is approximately \$7,000 and in FY03, it is approximately \$14,000. Based upon these figures, contracts with the regional EMS offices did include cost of living adjustments for both years; however, it will be necessary to make several adjustments in FY03 to have adequate funding.

4. New Business

a. Investigations Task Force Report

Wayne reported that the Task Force is working on guidelines for reviewing conduct issues with regard to Rules violations. The Task Force agreed that due to the number of mitigating factors in each case that a matrix would be much too complex. The next meeting will be in October prior to the Board meeting.

b. Investigations Committee Action Items

Ratification of June 8, 2001 minutes

**MOTION: To ratify the May 2, 2001, minutes of the Investigations Committee.
(Little; second by McKenney) Unanimous**

c. Operations Team Action Items

Jay reported that at the July 31 Operations Team meeting, Joanne LeBrun presented to the group her statistical review of the project prioritization survey that both the Board and the Ops Team completed several months ago. At first, the survey results were unclear, but by figuring the standard deviation of the results, it became apparent that the Board and the Operations team were actually in agreement.

Some priority projects such as contracts have been accomplished, others such as service sponsorship are actively underway. Projects remaining a priority include defining the roles and responsibilities of the Operations Team and developing a mechanism for information requests/input between various Committees and Work Groups.

Important short term projects include: Course approval, the role of the Operations team and Project Management (which are in process)

Longer term projects include: Certification/Recertification/Decertification, funding, legislative support, and information sharing.

The consensus of both the Operations Team and the Board members is that work should continue on these projects with a quarterly progress report.

d. Service sponsorship work group

The Work Group met in August to continue their work. Their goal is to have an information packet ready for review and discussion at the October Board meeting.

e. Rules Revisions

- i. The Committee met on June 20 and completed their review of Sections 1 – 4. The next meeting will be on September 19. The Committee is planning to have a meeting in October to focus on air ambulance issues. The goal is for the Committee to complete its work and report back to the Board in January 2002.

f. Instructor/Coordinator Changes

Dwight Corning reviewed the changes that have been proposed for Instructor/Coordination certification.

- I/C Levels I, II, III changed to Lead Instructor BLS, Intermediate, and Paramedic
- Training program has to be the Maine EMS I/C program or an equivalent
- There will now be an application form similar to our license app form
- Certification will be for 3 years
- Recertification will require 24 hrs of CEH's with no more than 6 hours gained through teaching EMS classes. The other 18 hrs has to come from MEMS approved professional development courses or other instructor certification, which may be done in either a traditional classroom setting or by an approved use of distance learning, independent/team projects, etc. provided that the programs are pre-approved by the Regional EMS office or MEMS.
- I/C must maintain education at the level of I/C certification.
- Maine EMS I/C program will now include additional student teaching time, including doing (3) 3-hour didactic lectures and 3 different types of assessments over that lecture material, 2 skills sessions and 2 assessment tools on those sessions, demonstrate use of AV tools, and develop a portfolio of all material.

MOTION: To approve the modifications to the Instructor/Coordinator certification process as described above. (Leach; second by Dunwoody). Carried with 2 abstentions.

g. Other

i. Canaan Fire Rescue

The office received a letter from Jed Davis, Esq., on behalf of the Canaan Fire/Rescue Association appealing the decision of the office to accept a letter from the Canaan Board of Selectmen to voluntarily surrender their EMS license.

The Town of Canaan has been struggling for a number of years over issues relating to the management of its Rescue unit. On August 14, 2001, the office received a letter from the Board of Selectpersons requesting that the service's license be suspended (the term "suspended" was used in their letter; however, this is actually a "voluntary surrender"). Following the receipt of the letter, staff reviewed the license file and found conflicting documentation as to the actual ownership of the service. Since the majority of the documents indicated the service was either "municipal" or "fire department" based, staff accepted the letter and acted accordingly.

In his letter, Attorney Davis indicated that the Rescue service was in fact an independent entity not a function of Canaan town government.

MOTION: To re-activate the license for Canaan Rescue and to notify both parties that either entity applying for a renewal of that license must provide information supporting their respective position of authority and ownership of the service. The Board will review any material received at its October meeting and make a decision at that time as to what, if any, license shall be issued. (Little; second by DiPietrantonio). Unanimous.

ii. Community Health Project – Kevin McGinnis

Kevin discussed an interest in working on a grant application to hire paramedics to work in rural settings in some new areas such as: community health, school health, heart health, etc. The proposal would be to develop a multi-year program in partnership with Tri-County EMS, Maine EMS, and Franklin Memorial Hospital to develop such a system and study its efficacy.

At this time, there are a couple of possible funding sources being explored, but many details still need to be considered before it would be possible to write the grant application.

The Board expressed its interest in this project and asked to be kept informed as more information becomes available.

5. Staff Reports

a. Office

- i. Drexell and Dawn will be attending the Council on Legislative Enforcement and Regulation (CLEAR) Conference in San Antonio, TX. Dawn will also be attending a pre-conference program on investigator training.
- ii. Dwight will be attending the National Council of State EMS Training Coordinators Annual Meeting in Boise, ID, September 15-22. Dwight currently serves as the Vice-President of the Council.
- iii. Paula Nadeau was selected as the “Employee of the Year” by the Department of Public Safety. This is quite an honor for Paula as the decision was made by ballot of the DPS Bureau Directors.
- iv. The MEMS web site has been updated and now includes online Continuing Education information. This is updated at least weekly. Also coming soon to the web site is an online version of “Emergency Guidelines for Maine Schools”. This is an updated, electronic, version of a book originally produced by Ohio EMS, then revised by North Dakota EMS. The information itself has been reviewed and updated for use in Maine.

b. MDPB

Dr. Burton reported that there was no meeting in July or August. At the June meeting, it was decided that Amiodarone will not be included in the next revision to the Protocols, which is planned for later this year.

During the summer, Evie Marcolini, a second year medical student at UVM conducted a research project on cricothyrotomies in conjunction with Maine Medical Center. She will be making a presentation at the September 19, meeting.

Other agenda items for September include continuing discussion on possible changes to the Spinal Assessment Program/Protocol.

Future meetings will continue to work on: Cert/Re-Cert/Decert, common QA/I between the regions, and a consent agreement template.

There will be no meeting in October due to conflicts with both ACEP and NASEMSD meetings.

6. Other

Steve Leach reminded members about the Mid Coast Annual Conference at the Samoset Resort – and in particular about the Board of EMS Town Meeting that is planned for Friday evening, November 9.

Meeting adjourned at 11:00 – the next meeting will be Wednesday, October 3, at 9:30 AM.